



Memorandum

TO: Historic Landmarks Commission **FROM:** Courtney Damkroger

SUBJECT: Selection of Commission Representatives for Committees **DATE:** October 22, 2003

APPROVED:

DATE:

The Historic Landmarks Commission has the following committees or committee liaison responsibilities and members:

Design Review (Justine Leong, Chair; Gloria Sciara, Steve Polcyn)
St. James Park—currently inactive (Avelino Legaspi; Michael Youmans; Steve Polcyn)
Ad Hoc Survey Committee—currently inactive (Steve Polcyn, HLC liaison)
Standard permit language for Historical Archeology—currently inactive (Avelino Legaspi)
History San Jose Collections Committee (Michael Youmans HLC Liaison)
Japantown Survey Committee (Stephen Polcyn, HLC liaison)
Coyote Valley Specific Plan Technical Advisory Committee (Need HLC liaison)

The HLC discussed committee commitments at the retreat on September 25, 2003. It was suggested that there be one HLC member serving as the overall committee alternate. Each committee member would then be responsible for contacting the alternate if the member is not able to attend the committee meeting. In the absence of Commissioner Paim, the alternate was not selected. Avelino Legaspi volunteered to work with Michael Youmans on the History San Jose Collections Committee. Edward Janke stated his interest in the Coyote planning process as well as the Design Review Committee.

The Commission should determine its 2003-2004 committee composition at the November 5, 2003 HLC meeting by selecting members to serve on committees and a member to serve as the committee alternate.

Courtney Damkroger
Historic Preservation Officer

